

## **BOARD OF TRUSTEES**

Minutes of meeting 2012/3 of the Board of Trustees of the University of Western Sydney, held at 6.30pm on **Thursday 7 June 2012**, in the Wollemi Pine Room, Lilianfels, Katomba.

**Present:** Professor Peter Shergold AC (Chancellor)  
Professor Janice Reid AM (Vice-Chancellor)  
The Hon Kim Yeadon (Deputy Chancellor)  
Ms Gillian Shadwick (Pro Chancellor)  
Ms Linda Ayache  
Mr Christopher Brown  
Ms Jing Chen  
Ms Vivienne James  
Dr Ken Langford  
Dr George Morgan (via telephone)  
Ms Emma Stein  
Mr Ian Stone  
Associate Professor Paul Wormell

**In Attendance:** Ms Rhonda Hawkins (DVC Corporate Strategy & Services)  
Professor Wayne McKenna (DVC Academic & Research)  
Mr Peter Pickering (Chief Financial Officer)  
Mr Paul Woloch (Director, Governance Services)  
Mr Alan Zammit (Chair, Audit & Risk Management Committee)  
Ms Jo Maguire (Executive Officer to the Board of Trustees)  
Ms Sharon Rigney (Executive Officer, Secretariat)  
Mr Jenny Selley (Secretariat staff)

### **1 OPENING AND PROCEDURAL MATTERS**

#### **1.1 Welcome**

The Deputy-Chancellor, the Hon Kim Yeadon, held the Chair until the Chancellor arrived (during item 3.5). Mr Yeadon welcomed those present and advised that Dr George Morgan would participate via teleconference.

#### **1.2 Apologies**

The Board noted apologies from Mr Glen Sanford (Deputy-Chancellor), Mr John Banks and Mrs Lorraine Fordham.

#### **1.3 Declarations of Interest**

The declarations of interest made by Board members in early 2012 had been provided to all Board members with their agenda papers.

Board members were invited to declare any interests in relation to the agenda items for this meeting.

No declarations were made.

#### **1.4 Starring of Items**

In addition to procedural items (items 1.1 to 1.7), the following items were starred: 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7 and all items under 4.

#### **Resolution**

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**The Board of Trustees resolved that all unstarred items be taken as considered and all recommendations in the attachments for them as adopted.**

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#### **1.5 Arrangement of Business**

Item 3.3 was listed for discussion in the Closed Session.

#### **1.6 Confirmation of Minutes**

With the correction that Ms Vivienne James and Mr Christopher Brown attended the April 2012 meeting, and noting that the Board would receive a progress report on the University's relationship with TAFE later in the year, the Board approved the minutes.

#### **Resolution**

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**The Board of Trustees confirmed the minutes and confidential minutes of the meeting of its meeting held on 11 April 2012.**

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#### **1.7 Action Sheets From Previous Meetings**

The Board noted the status of actions from previous meetings.

#### **2 BUSINESS ARISING (not covered elsewhere on the agenda)**

No additional matters were raised.

#### **CLOSED SESSION**

The Board discussed the following item in closed session:

3.3 Cases Under Management

#### **3 NEW GENERAL BUSINESS AND MATTERS FOR DISCUSSION/DECISION**

The following items were initially dealt with out of agenda order, pending the Chancellor's late arrival to the meeting.

##### **3.2 Vice-Chancellor's Report**

The Board noted the Vice-Chancellor's report of her recent activities.

##### **3.5 UWS Community Awards**

[The Chancellor arrived and assumed the Chair during this agenda item.]

The Board of Trustees noted this progress report and that UWS Community Awards were integrated into graduation ceremonies from April 2012 with 17 members of the Greater Western Sydney community receiving awards for outstanding contributions to the region. (The University's Honorary Awards policy is the best framework by which to determine suitable recipients for *professional* contributions to the region.)

The Board agreed that, considering the large number of community awards to be considered, a sustainable and timely system of determining recipients is warranted, and resolved the following.

### **Resolution**

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**The Board of Trustees resolved to delegate the determination of UWS Community Award recipients, against the selection criteria, to the Chancellor and Vice-Chancellor. These will be reported back to the Board of Trustees for its information.**

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#### **3.1 Chancellor's Report**

The Board noted the Chancellor's report of his recent activities.

#### **3.3 Cases Under Management**

This item was discussed in the closed session.

#### **3.4 Student Services and Amenities Fee (SSAF)**

The Board noted this progress report, had an initial discussion of the guiding principles for the SSAF expenditure and noted the SSAF consultation processes with students to date. The Board agreed that, at its September meeting it will consider further the mechanisms by which enrolled students and student representatives have participated in the decision making process regarding SSAF from 2013, as required under the SSAF Guidelines. It was further agreed that the SRC President should be invited to present the view of the SRC to the Board.

In the interim, and in light of concerns raised by the Undergraduate Student Member, the Board agreed that uwsconnect's process of determining the allocation of funds to clubs and societies should be examined. The General Manager of uwsconnect will be invited to attend the September meeting to speak to this.

### **Resolution**

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**The Board of Trustees resolved to:**

- a. Note:**
    - (1) the Guiding Principles for SSAF expenditure**
    - (2) the five (5) tier process for expenditure of the designated funds and**
    - (3) the SSAF consultation processes with students to date**
  - b. Endorse the mechanisms by which enrolled students and student representatives have been, and will be able to participate in the decision making process regarding SSAF from 2013, as required under the SSAF Guidelines.**
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#### **3.6 Item from Academic Staff Member: The Staffing Deficit in Schools**

Dr George Morgan spoke to his paper in which he raised concerns about funding for academic units and the delivery of high quality education for UWS students. He responded to questions from fellow Board members. The Board also noted the management response to Dr Morgan's concerns and Dr Morgan accepted the Chair of Academic Senate's invitation to meet with him regarding standards and assessment.

The Board requested UWS graduate destination survey data and agreed that academic standards should be a topic for further discussion by the Board at its November meeting.

### **3.7 Indemnity for University Staff and Office Holders**

The Board considered the University Legal Counsel's advice that the current form of indemnity be discontinued and that it be replaced with the *Discretionary Scheme for Provision of Legal Assistance and Indemnities for University Officer and Employees*. The Board sought clarification about the University's right to settle matters on behalf of the applicant, as contained in Clause 5.1 (i) and (j). It requested that Legal Counsel review these clauses, circulate any changes to Board members out of session and report back to the September meeting.

## **4 REPORTS AND RECOMMENDATIONS FROM BOARD COMMITTEES**

### **4.1 Finance and Investment Committee**

The Board noted the report of the 17 May 2012 meeting.

### **4.2 Strategy and Planning Committee**

The Board noted the report of the 4 May 2012 meeting. The Board Standing Committee will consider whether the terms of reference of this committee might be better incorporated into those of the Standing Committee.

### **4.3 Audit and Risk Management Committee**

The Board noted the report of the 22 May 2012 meeting. The Board requested that the format and content of the Work Health and Safety Report be reviewed to make the report more concise, and that the Board be advised on its due diligence responsibilities in light of legislative changes.

The Chancellor asked that that his appreciation of Mr Zammit's role as ARMC chair be minuted and advised that the Board is mindful of the need for future ARMC membership to be represented on the Board.

### **4.4 Report from the Chair of Academic Senate**

The Board noted the report of the 4 May 2012 meeting.

### **4.5 Board Standing Committee and Remunerations and Nominations Committee**

The Board noted the report from the Board Standing and Remuneration and Nominations Committees' meetings held on 16 May 2012.

The Board noted that:

- the outstanding honorary awards, for which the nominees have not responded, will be withdrawn in due course and
- the consideration of potential Board of Trustees members is underway and will be reported back to the Board in due course.

### **4.6 Campus Development Committee**

The Board noted the report of the 11 May 2012 meeting.

a) 10 Year Estate Development Plan

The Board noted that a full presentation of the 10 Year Estate Development Plan would be part of the Strategy Day the following day.

**Resolution**

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**The Board of Trustees resolved to:**

- 1. approve the final version of the 10 Year Estate Development Plan and**
  - 2. note that this is an evolving document and will need to be re-presented on a periodic basis.**
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b) Hawkesbury Campus Master Plan and Conservation Management Plan

**Resolution**

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**The Board of Trustees resolved to adopt the Hawkesbury Campus Master Plan and Conservation Management Plan as guiding frameworks for the development of the Hawkesbury Campus**

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**5. USES OF THE UNIVERSITY SEAL**

Without discussion the Board noted the summary report of the uses of the University Seal since the previous meeting.

**Resolution**

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**The Board of Trustees resolved to approve the uses of the University Seal since 29 March 2012, as detailed in the paper.**

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**6. OTHER REPORTS FOR NOTING**

**6.1 Staffing Matters**

The Board noted this report without discussion.

**6.2 Board of Trustees Meeting Dates 2013**

The Board noted these dates without discussion.

**6.3 Regional Centre of Expertise (RCE) on Education and Sustainable Development**

The Board noted this report without discussion.

**7. OTHER BUSINESS**

**7.1 Agriculture Education at UWS**

Emeritus Professor Richard Bawden will report on this at the Board's September meeting.

**8. NEXT MEETING AND CLOSURE**

The Board were meeting the following day for the annual Strategy Day.

The ordinary meeting of the Board will be on Wednesday 5 September 2012 at 9.00am in the Boardroom, Building AD, Werrington North campus.

There being no further business, the meeting closed at 9.25pm.

Confirmed by:

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Chair

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Date